



MI Access
Michigan's Alternate Assessment Program
SPRING 2006



SCHOOL IDENTIFICATION SHEET

Directions

TO COMPLETE:

If the information is preprinted:

Verify all preprinted information in Section 1. If the district or school's name and/or code are incorrect, contact your District MI-Access Coordinator. Turn the sheet over and complete as directed.

If the information is not preprinted:

- Print the **district name and code** and the **school name and code**, as directed in the *Coordinator and Assessment Administrator Manual*.
- Print and mark the **district code** on the grid, entering leading zeros if necessary (for example, "01234").
- Print and mark the **school code** on the grid, entering leading zeros if necessary (for example, "01234").

TURN THE SHEET OVER AND COMPLETE AS DIRECTED.

TO RETURN:

- Place this completed sheet on top of the *Teacher Return Envelopes*, secure them with paper strips, and return them to the District MI-Access Coordinator, as directed in the *Coordinator and Assessment Administrator Manual*.

MARKING INSTRUCTIONS



USE A No. 2 PENCIL

Use a No. 2 pencil only.
Make solid marks that fill the response completely.
Make no stray marks on this form.

CORRECT: ● **INCORRECT:** ✘ ✗ ☹

1. DISTRICT AND SCHOOL NAMES AND STATE-ASSIGNED CODES

DISTRICT NAME:

DISTRICT CODE:

SCHOOL NAME:

SCHOOL CODE:

IF EITHER THE PREPRINTED DISTRICT NAME OR SCHOOL NAME IS INCORRECT, CONTACT YOUR DISTRICT MI-ACCESS COORDINATOR.

3. SCHOOL CODE

2. DISTRICT CODE

BETA/TASA		USE ONLY	
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

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SCHOOL IDENTIFICATION SHEET

Directions (continued)

4. Print the names of all teachers who will be administering MI-Access Participation, Supported Independence, and/or Functional Independence. If you need additional lines, use the *School Continuation Sheet(s)*.
5. When you receive the *Teacher Return Envelopes* back, count the number of student scan documents, verify that the count is correctly entered in Section 2 on the *Teacher Identification Sheet*, and transfer that number for each teacher to Column 5.
6. Total the number of *Teacher Return Envelopes*.
7. Total the number of completed student scan documents.

4. Teacher Name <i>(You should have one Teacher Return Envelope for each teacher listed below.)</i>	5. Total Number of Completed Student Scan Documents (Participation, Supported Independence, and Functional Independence) Enclosed in the Teacher Return Envelope.	BETA/TASA USE ONLY
1.		
2.		
3.		
4.		
5.		
6.		
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11.		
12.		
13.		
14.		
15.		
6. TOTAL Teacher Return Envelopes		7. TOTAL number of completed student scan documents